



Parks and Recreation Board

Meeting Minutes

Monday, July 9, 2018 – 6:30 p.m.
Wylie Municipal Complex
300 Country Club Road #100
Wylie, Texas 75098

CALL TO ORDER

Board Chairman Rose called the meeting to order at 6:30 p.m. with Board Member Board Member Robinson, Board Member Dean, Board Member Chesnut, Board Member Jones, and Board Member Gilbert in attendance. Board Member Kinser was absent from the meeting.

Staff members present were Parks and Recreation Director Robert Diaz, and Parks Board Secretary Janet Hawkes.

ELECTION OF BOARD AND VICE CHAIR

Board Member Jones nominated Board Member Robinson to serve as Parks and Recreation Board Chairman. Board Member Chesnut seconded the motion, and a vote was taken and passed 6-0.

Board Member Jones nominated Board Member Dean to serve as Parks and Recreation Board Vice Chairman. Board Member Robinson seconded the motion, and a vote was taken and passed 6-0.

CITIZENS PARTICIPATION

No citizens came forward.

BUSINESS ITEMS

1. **Consider and act upon approval of the minutes from the May 14, 2018 Regular Meeting.**

Board Action:

Board Member Jones made a motion to approve the minutes from the May 14, 2018 regular meeting. Board Member Chesnut seconded the motion, and a vote was taken and passed 6-0.

2. **Consider and act upon nominations for three Parks and Recreation Board Members for the Parks, Recreation, and Open Space Master Plan Steering Committee.**

Director Diaz advised that staff and the consultant are recommending the Steering Committee to be comprised of three Parks and Recreation Board Members, City Council Members, and City staff. Board Member Jones requested that the nominations include four Parks and Recreation Board Members instead of three, to which the Board agreed. The committee will be involved in the plan process, plan draft review, and the reporting of plan progress to the Parks and Recreation Board.

Board Action:

Board Member Robinson made a motion to nominate Board Member Chesnut and a motion to nominate Board Member Jones. Board Member Chesnut made a motion to nominate Board Chairman Rose. Board Member Jones made a motion to nominate Board Member Gilbert. The

Board Members participating on the Steering Committee per nominations would then be Dan Chesnut, Matt Rose, Emmett Jones, and Phil Gilbert. Board Member Dean seconded the motion, and a vote was taken and passed 6-0.

DISCUSSION ITEMS

- **Update on Parks and Recreation projects.**

Director Diaz gave the Board updates on the ongoing Parks and Recreation Projects. The process for the Parks, Recreation, and Open Space Master Plan has begun with an anticipated initial steering committee meeting to take place at the end of July or early August. A tour will also be included at some point for the plan process in order to familiarize committee members with the project site plan locations. The Parks, Recreation, and Open Space Master Plan is expected to be complete by the end of 2019.

Director Diaz reviewed the Parks Projects with the Board. The batting cage/dugout cover project is under way and expected to be installed in July. The Rotary fence project will begin construction in July as well. The Braddock Park Concept and Parkside Park Concept designs are grouped together with the Parks, Recreation, and Open Space Master Plan. Staff is in process of working with the consultant on the design for the Twin Lakes/Southbrook trail connection which will be available for Board review at the August/September meeting; construction of the connection should be completed by October 2018. The Municipal Complex Trail lighting design is partially finished with completion anticipated by October 2018. The preliminary design allows lighting to be installed in phases, and includes use of the Musco Light Control System which is the system the Parks Division currently uses to control lighting remotely. Staff plans to install Creed LED fixtures along the trail and are considering the possibility for trenching and conduit install to be completed in house by Parks Division staff. Consultant Kimley-Horn is in process of designing the Bozman Farms Trail concept which is expected to be available for Board review at the August/September meeting.

Director Diaz reviewed the Recreation Projects with the Board. The Senior Center Feasibility study, which is now complete, was conducted in order to look at the best usability of the Wylie Senior Center facility. The study includes three tier options: tier one includes a remodel and reconfiguration of space utilizing existing square footage; tier two shows the addition of square footage to the existing facility; and tier three is the option of building a completely new Senior Center facility altogether. Director Diaz advised he would forward a link to the Board to grant them access to the electronic version of the Senior Center Feasibility study.

The Brown House study is currently in process of completion by consultants Kimley-Horn and ArchiTexas, their recommended vendor who specializes in historical facilities. The purpose of the Brown House feasibility study is to look closely at the facility in regards to any possible needed modifications as well as the best utilization of its current and future use. The study is expected to be complete by the end of 2018. The Board expressed their concern over the high cost of the Brown House feasibility study, as well as their ongoing disapproval of the Brown House facility funding out of the 4B Tax Fund in lieu of the Hotel/Motel Tax Fund or General Fund. Director Diaz noted that the Stonehaven House was not included in the Agenda Packet Project Updates; however, a feasibility study is awaiting City Council approval for the fiscal year 2018/2019 budget.

Director Diaz went over the projected upcoming planned housing and apartment communities which will aide in increasing the Acquisition and Improvement (A & I) funds as well as the provision of additional park and trail locations.

The Board requested staff provide a breakdown of up to date fund availability and allocation for outstanding and upcoming projects. They also wish to see a summary of the budget broken down by zone along with the ongoing projects and project maps for each.

ADJOURNMENT

There being no further business, a motion to adjourn was made by Board Member Chesnut. Board Member Gilbert seconded the motion, and a vote was taken and passed 6-0. The meeting was adjourned at 7:44 p.m.

ATTEST

Janet Hawkes

Janet Hawkes, Parks Board Secretary

[Signature]

John Robinson, Parks Board Chairman